

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **FINANCE**

DATE: **NOVEMBER 12, 2008**

Committee Members Present:

Supervisors Stec
 Belden
 O'Connor
 Bentley
 Tessier
 Champagne
 VanNess
 Kenny
 Merlino

Others Present:

Fred Monroe, Chairman
Hal Payne, Commissioner of
 Administrative & Fiscal Services
Joan Sady, Clerk of the Board
Paul Dusek, County Attorney
JoAnn McKinstry, Deputy Commissioner of
 Administrative & Fiscal Services
Kevin Geraghty, Budget Officer
Supervisor Sokol
Supervisor Strainer
Supervisor Taylor
Supervisor Thomas
Pat Auer, Director, Public Health
William Lamy, DPW Superintendent
Todd Lunt, Human Resources Director
Karen Putney, Administrator, Fire Prevention
 & Building Codes
Francis O'Keefe, County Treasurer
Rob Lynch, Deputy Treasurer
Rick Murphy, Deputy Commissioner of Fiscal
 Services
Bud York, Sheriff
Alyson Martin, *The Post Star*
Nicole Livingston, Deputy Clerk

Mr. Stec called the meeting to order at 10:44 a.m.

Motion was made by Mr. Belden, seconded by Mr. Champagne and carried unanimously to approve the minutes of the October 8, 2008 Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Finance Agenda were provided to the Committee members, and a copy of same is on file with the minutes.

Commencing the Agenda review, Mr. Stec advised Item 1 was the request for Transfer of Funds that were attached for Committee approval. He noted that Supervisory Committee approval had been obtained as necessary.

Motion was made by Mr. Belden, seconded by Mr. Kenny and carried unanimously to approve Item 1 as outlined above, and the necessary resolution was authorized for the next board meeting.

Item 2, Mr. Stec reported, was a referral from the County Treasurer, requesting a new contract with Maximus Consulting Services, Inc. for indirect cost analysis, for a lump sum amount of \$6,200 per year for a three year contract, with a three year option at \$6,400 per year, commencing January 1, 2009 and terminating December 31, 2011.

Motion was made by Mr. Tessier, seconded by Mr. Kenny and carried unanimously to approve Item 2 as outlined above, and the necessary resolution was authorized for the next board meeting. A copy of the resolution request form is on file with the minutes.

Mr. Stec apprised Items 3A through G were referrals from the Health Services Committee. Items 3A through D, he said, were referred by Health Services. He presented Items 3A through C as follows:

A)Amending the 2008 County budget to increase estimated revenues and appropriations in the amount of \$1,360 to reflect receipt of two mini-grants from the Greater Adirondack Perinatal Network;

B)Amending the 2008 County budget to increase estimated revenues and appropriations in the amount of \$15,399 to reflect actual expenditures and revenues for the IAP grant through the Department of Health; and

C)Amending the 2008 County budget to increase estimated revenues and appropriations in the amount of \$12,000 to reflect actual expenditures and revenues related to the purchase of vaccines.

Mr. Stec made note that concerning Item 3A, he was a member of the Advisory Board for the Greater Adirondack Perinatal Network, and it was not a compensated position, it was voluntary.

Motion was made by Mr. Belden, seconded by Mr. Merlino and carried unanimously to approve Items 3A through C as outlined above, and the necessary resolution was authorized for the next board meeting. Copies of the resolution request forms are on file with the minutes.

Mr. Stec apprised Item 3D was a request to amend the 2008 County budget to increase estimated revenues in the amount of \$595,000 and appropriations in the amount of \$986,000 to reflect the 59.5% reimbursement rate allowed for the Physically Handicapped Childrens-Preschool Program, leaving a shortfall of \$391,000. He added the request was for a supplemental appropriation from the General Fund Unappropriated Surplus to cover the \$391,000 shortfall.

Motion was made by Mr. Champagne and seconded by Mr. Kenny to approve the request as presented.

Mr. Thomas entered the meeting at 10:48 a.m.

Mr. Geraghty questioned if there was any chance additional funds would be received. Pat Auer, Director of Public Health, explained that the State Education Department was far behind in approving their tuition rates and she added that the Program was mandated.

Mr. Stec called the question and the motion was carried by majority vote to approve Item 3D as outlined above, with Mr. Stec voting in opposition. The necessary resolution was authorized for the next board meeting and a copy of the resolution request form is on file with the minutes.

Mr. Stec advised Items 3E through G were referred from the Westmount Health Facility and he listed the requests as follows:

E) Amending the 2008 County budget, Nursing Advertising Appropriations, to increase estimated revenues and appropriations in the amount of \$700 to reflect receipt of HCRA Recruitment and Retention grant funds;

F) Amending the 2008 County budget, Physical Therapy Conferences Appropriations, to increase estimated revenues and appropriations in the amount of \$490 to reflect receipt of HCRA Recruitment and Retention grant funds; and

G) Amending the 2008 County budget to increase estimated revenues and appropriations in the amount of \$100,000 to reflect receipt of Medicaid 2007/2008 Transition Payment.

Motion was made by Mr. Belden, seconded by Mr. Tessier and carried unanimously to approve Items 3 E through G as outlined above, and the necessary resolution was authorized for the next board meeting. Copies of the resolution request forms are on file with the minutes.

Mr. Stec stated Item 4 was a referral from the Human Services Committee, Employment & Training, requesting to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$32,510.88 to reflect receipt of Federal grant funds.

Motion was made by Mr. Bentley, seconded by Mr. Tessier and carried unanimously to approve Item 4 as outlined above, and the necessary resolution was authorized for the next board meeting. A copy of the resolution request form is on file with the minutes

Continuing, Mr. Stec reported Items 5A through F were referrals from the Public Safety Committee. Items 5A and B, he said, were referred from Sheriff & Communications. He noted Item 5A was a request to amend the 2008 County budget to decrease estimated revenues and appropriations in the amount of \$66,674 to correct the amount authorized by previous resolutions due to changes in the grant amount from the Governor's Traffic Safety Committee's awarded Motorcycle Safety Grant.

Motion was made by Mr. Kenny, seconded by Mr. Tessier and carried unanimously to approve Item 5A as outlined above, and the necessary resolution was authorized for the next board meeting. A copy of the resolution request form is on file with the minutes.

Mr. Stec said that Item 5B was a request to authorize an appropriation from the General Fund Unappropriated Surplus in the amount of \$196,438 to cover retroactive salary and fringe benefit payments due following execution of the Sheriff's Employees Alliance contract with the Sheriff's Office.

Motion was made by Mr. VanNess and seconded by Mr. Tessier to approve the request as presented.

Mr. VanNess questioned the total amount and noted he thought the amount was much higher. Joan Sady, Clerk of the Board, clarified this was the retroactive salary and fringe benefit payments due for 2008.

Mr. Stec called the question and the motion was carried unanimously to approve Item 5B as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Stec advised Items 5C and D were referred from the Office of Emergency Services. He stated Item 5C was a request to increase Capital Project No. H254.9550 280-Fire Training Center, in the amount of \$50,000, with the source of funding to be transferred from A.9950 910-Transfer Capital Projects.

Motion was made by Mr. Bentley, seconded by Mr. VanNess and carried unanimously to approve Item 5C as outlined above, and the necessary resolution was authorized for the next board meeting. A copy of the resolution request form is on file with the minutes.

Mr. Stec added Item 5D was a request to authorize an appropriation from the General Fund Unappropriated Surplus in the amount of \$9,523 to cover a shortfall in the Fire Prevention and Control budget.

Motion was made by Mr. VanNess, seconded by Mr. Tessier and carried unanimously to approve Item 5D as outlined above, and the necessary resolution was authorized for the next board meeting. A copy of the resolution request form is on file with the minutes.

Mr. Stec noted Items 5E and F were referred from the Fire Prevention & Building Codes. He stated Item 5E was request for Transfer of Funds from A.1990 469-Contingent Fund to A.3620 442 Gas & Oil, in the amount of \$2,100, to cover office

operating costs for the balance of the year. Mr. Stec said Item 5F was a request for Transfer of Funds from A.1990 469-Contingent Fund to A.3620 110 Salaries- Regular, in the amount of \$2,335, to cover a shortfall in the budget due to an error in the budget.

Motion was made by Mr. VanNess, seconded by Mr. Belden and carried unanimously to approve Items 5E and F as outlined above and the necessary resolution was authorized for the next board meeting. A copy of the resolution request form is on file with the minutes.

Mr. Stec apprised Items 6A and B were referrals from the Public Works Committee. Item 6A, he said, was for William Lamy, DPW Superintendent, to present proposals for engineering and surveying services relative to the Gaslight Village property.

Mr. Lamy distributed two handouts to the Committee members, copies of which are on file with the minutes. He noted the first handout concerned the survey of the property which had to be completed by a licensed surveyor, which the DPW did not have on staff. He further explained he had used the professional services agreement with David Barrass, a licensed surveyor, who provided a proposal to perform the survey at an estimated fee of \$1,900. Mr. Lamy added that the second part of the proposal concerned the County contracting with a consultant currently under agreement with the County, to evaluate the buildings on the property and eventually to develop a budget to determine whether or not it would be cost effective to salvage the buildings.

Mr. Lamy referred to the third building located on the property, and reported that the Village of Lake George had suggested it be utilized for a visitor's memorial building for The Charles Wood Foundation. He noted that if the County decided to pursue the three building option, the cost would be \$19,375 and if the County chose not to participate with the third building, the cost for the study would be \$16,125. He concluded that a source of funding for either option needed to be determined.

Chairman Monroe told the Committee members to keep in mind that the County would have the benefit of a landscape architect working on an overall plan at no cost to the County. He stated in order to have the engineering work done, it was necessary to have at least tentative plans for the buildings. Mr. Kenny asked if occupancy tax funds could be used to cover these costs. Mr. Dusek advised he would have to research whether or not that would be possible. Mr. Belden asked if the cost for this would be split between the County, the Town and Village of Lake George based on the percentage of ownership. Mr. Dusek replied it had been discussed at the last meeting and the Village was receptive to providing 19% of the costs. Mr. Tessier added that Town would contribute 19% as well.

Discussion ensued with regard to the Gaslight Village property.

Motion was made by Mr. VanNess, seconded by Mr. Bentley and carried unanimously to authorize the engineering and surveying services relative to the Gaslight Village property, for an amount of \$19,375 for the engineering and \$1,900 for the surveying, with the source of funding to be either occupancy tax funds, pending the County Attorney's research, or to be paid from the Contingent Fund. *Please note: The cost for the engineering and surveying will be split as follows: Warren County, 62%; the Village of Lake George, 19%; and the Town of Lake George, 19%.*

Mr. Stec expounded Item 6B was referred from the Parks, Recreation & Railroad, requesting to amend the 2008 County budget to decrease estimated revenues and appropriations in the amount of \$68,750 that was awarded from the A/GFTC Make the Connection grant. He noted the budget had previously been increased anticipating construction in 2008; however, he said, the project was now planned for the spring of 2009 and the budget would be adjusted in 2009.

Motion was made by Mr. Belden, seconded by Mr. Champagne and carried unanimously to approve Item 6B as outlined above, and the necessary resolution was authorized for the board meeting. A copy of the resolution request form is on file with the minutes.

Mr. Stec advised Item 7 was a referral from the Support Services Committee, County Attorney, requesting a Transfer of Funds from A.1990 469-Contingent Fund to A.1420 437-Consulting Fees, in the amount of \$29,000 to cover a shortfall due to abstracting fees.

Motion was made by Mr. Kenny, seconded by Mr. Belden and carried unanimously to approve Item 7 as outlined above, and the necessary resolution was authorized for the next board meeting. A copy of the resolution request form is on file with the minutes.

Items 8A through C, Mr. Stec reported, were referrals from the Tourism Committee and he listed the requests as follows:

A) Amending the 2008 County budget to increase estimated revenues and appropriations in the amount of \$962 to reflect revenues received for the 2009 Warren County Group Tour Planner;

B) Amending the 2008 County budget to increase estimated revenues and appropriations in the amount of \$2,275 to reflect revenues received for advertising in the 2009 White Water Rafting Brochure; and

C) Amending the 2008 County budget to increase estimated revenues and appropriations in the amount of \$235 to reflect revenues received for 2008 Consumer Show Brochure distribution.

Motion was made by Mr. Belden, seconded by Mr. Merlino and carried unanimously to approve Items 8A through C as outlined above, and the necessary resolution was

authorized for the next board meeting. Copies of the resolution request forms are on file with the minutes.

Mr. Stec stated Item 9 was a referral from the Department of Human Resources, requesting a Transfer of Funds from A.1990 469-Contingent Fund to A.1435 110-Salaries and A.1435 410-Supplies, in the amount of \$3,200 to cover a shortfall due to an upgrade in position from a Grade 3 to a Grade 8.

Motion was made by Mr. Tessier, seconded by Mr. Kenny and carried unanimously to approve Item 9 as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Stec apprised Paul Dusek, County Attorney, had requested permission to address the Committee regarding Items 10A through C. Mr. Dusek stated Item 10A concerned the PBA collective bargaining agreement; however, he said, discussions were held during the Personnel Committee meeting and no further action was needed.

Mr. Dusek added Item 10B was the option exercise by Economic Development Corporation (EDC) to acquire a parcel in the Queensbury Industrial Park. He explained this was a piece of property that had been acquired due to delinquent taxes and the County entered into an option agreement with the EDC, who in turn transferred the property to the Hudson River Local Development Corporation. He added they were now exercising their option to purchase another lot for \$1,600 per acre plus a pro-rata portion of the outstanding deposit that the County had on the property. Mr. Dusek said this was an informational item to keep the Committee members up to date.

Concluding the Agenda review with Item 10C, Mr. Dusek requested an executive session to discuss litigation.

Motion was made by Mr. VanNess, seconded by Mr. Belden and carried unanimously that executive session be declared pursuant to Section 105 (d) of the Public Officers Law.

Executive session was declared from 11:24 a.m. to 11:44 a.m.

Committee reconvened. Mr. Stec expounded no action was necessary pursuant to the executive session.

Hal Payne, Commissioner of Administrative & Fiscal Services, informed the Committee members that no bids were received for the County-owned properties that were recently advertised for sale; however, he said, he had been informed that there may be interest. Mr. VanNess questioned why there were no 'For Sale' signs on the properties and Mr. Dusek advised that signs could be placed on the properties. In

response to an inquiry, Mr. Dusek stated it was not legal for the County to utilize a Real Estate Agent for the sale of the properties. The Committee agreed that sale signs should be placed on the properties and that the Sign Shop in DPW could make the signs.

Motion was made by Mr. VanNess, seconded by Mr. Belden and carried unanimously to re-bid the properties for sale with a deadline to accept bids to be December 15, 2008 and authorizing that For Sale signs be placed on the properties.

Mr. Stec apprised Item 11 on the Agenda was not necessary as the request did not pass in the Personnel Committee meeting.

Mrs. Sady announced that the tentative 2009 Budget had been printed.

There being no further business to come before the Committee, on motion made by Mr. Champagne and seconded by Mr. VanNess, Mr. Stec adjourned the meeting at 11:55 a.m.

Respectfully submitted,

Nicole Livingston, Deputy Clerk